

Panaji, 15th February, 1979 (Magha 26, 1900)

SERIES I No. 46

OFFICIAL GAZETTE

GOVERNMENT OF GOA, DAMAN AND DIU

GOVERNMENT OF GOA, DAMAN AND DIU

Department of Personnel and Administrative Reforms

Notification

1-22-74-Div. I (Vol.II)

In exercise of the powers conferred by the proviso to article 309 of the Constitution, read with the Government of India, Ministry of External Affairs letter No. F.7(11)/62-Goa dated 25th July, 1963, the Lt. Governor of Goa, Daman and Diu is pleased to make the following rules relating to recruitment to Group 'C' Non Ministerial, Non Gazetted posts in the Office of the Commissioner, Labour and Employment, Panaji, under Government of Goa, Daman and Diu.

1. **Short title.** — These rules may be called Government of Goa, Daman and Diu, Office of the Commissioner, Labour and Employment, Group 'C' Non Ministerial, Non Gazetted posts Recruitment Rules, 1978.

2. **Application.** — These rules shall apply to the posts specified in column 1 of the Schedule to these rules.

3. **Number, classification and scale of pay.** — The number of posts, classification of the said posts and the scales of pay attached thereto shall be as specified in columns 2 to 4 of the said Schedule.

4. **Method of recruitment, age limit and other qualifications.** — The method of recruitment to the

said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the aforesaid Schedule.

Provided that,

- (a) the maximum age limit specified in the Schedule in respect of direct recruitment may be relaxed in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes and other special categories in accordance with the orders issued by the Government from time to time;
- (b) no male candidate, who has more than one wife living and no female candidate, who has married a person having already a wife living, shall be eligible for appointment, unless the Government, after having been satisfied that there are special grounds for doing so, exempts any such candidate from the operation of this rule;
- (c) *Saving:* Nothing in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for Scheduled Castes and Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

5. These rules will come into effect from the date of the Notification and will relate to appointments to the various posts made on or after this date.

By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

V. J. Menezes, Under Secretary (Personnel).

Panaji, 18th November, 1978.

SCHEDULE

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Name of the post	No. of posts	Classification	Scale of Pay	Whether Selection Post or non-Selection Post	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer, and percentage of the vacancies to be filled by various methods	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer is to be made	If a DPC exists, what is its composition	Circumstances in which U. P. S. C. is to be consulted in making recruitment
1	2	3	4	5	6	7	8	9	10	11	12	13
Labour Inspector (Chemical)	One	Group 'C' Non Ministerial Non Gazetted.	Rs. 425-15-530-EB-15-560-20-600.	N. A.	30 years and below (Relaxable for Govt. servants).	<i>Essential:</i> 1. M. Sc. in Physical or Analytical Chemistry <i>Desirable:</i> Knowledge of local language.	N. A.	Two years	Direct recruitment	N. A.	N. A.	N. A.
Labour Inspector (Engineering)	One	— do —	Rs. 425-15-530-EB-15-560-20-600.	N. A.	— do —	<i>Essential:</i> i) Diploma in Mechanical or Electrical Engineering. ii) Minimum two years workshop experience. <i>Desirable:</i> Knowledge of local language.	N. A.	— do —	By direct recruitment	N. A.	N. A.	N. A.
Language Instructor.	One	— do —	Rs. 220-10-260-15-400-EB-20-500. (pre-revised)	N. A.	— do —	<i>Essential:</i> 1. Trained Graduate preferably with Master's or an Honours Degree in English. <i>Desirable:</i> 1. Knowledge of Konkani/Marathi or Gujarathi.	N. A.	— do —	Direct recruitment	N. A.	N. A.	N. A.
Switch Board Attendant	Two	— do —	Rs. 260-6-290-EB-6-326-8-366-EB-8-390-10-400.	N. A.	— do —	<i>Essential:</i> 1. Matriculation or equivalent qualification. 2. National Trade Certificate in the trade of Electrician. <i>Desirable:</i> 1. Experience in the line. 2. Knowledge of Konkani/Marathi or Gujarathi.	N. A.	— do —	Direct recruitment	N. A.	N. A.	N. A.
Maintenance Mechanic	One	— do —	Rs. 110-3-131-4-155-EB-4-175-5-180. (pre-revised)	N. A.	— do —	<i>Essential:</i> 1. National Trade Certificate in the Trade of Mechanist or Turner or Fitter.	N. A.	— do —	Direct recruitment	N. A.	N. A.	N. A.

OR

National Apprenticeship
Certificate in the trade
of Millwright or Ma-
chine Shop Group of
Trades.

Desirable:

1. One year's experience in the line.
2. Knowledge of Konkani/Marathi or Gujarathi.

Essential:

1. Intermediate / Higher Secondary/Senior Cambridge or equivalent qualification.
2. About 3 years experience in handling engineering stores in a reputed industrial concern including accounting and custody.

Desirable:

1. Knowledge of Konkani/Marathi or Gujarathi.

Store Keeper (Technical)	Two	Group 'C' Non Ministerial Non Gazetted.	Rs. 330-10- -380-EB- -12-500- -EB-15- -560.	N. A.	30 years and below (Relaxable for Govt. servants).	<i>Essential:</i> 1. Intermediate / Higher Secondary/Senior Cambridge or equivalent qualification. 2. About 3 years experience in handling engineering stores in a reputed industrial concern including accounting and custody.	N. A.	Two years	Direct recruitment	N. A.	N. A.	N. A.
Carpenter	One	— do —	Rs. 125-3- -131-4-155 (pre-revised)	N. A.	— do —	<i>Essential:</i> 1. I.T.I. certificate from a recognised Institution in the concerned trade. 2. Two years practical experience in the line.	N. A.	— do —	Direct recruitment	N. A.	N. A.	N. A.
Millwright Foreman.	One	— do —	Rs. 550-25- -750-EB- -30-900.	Selection	— do —	<i>Essential:</i> 1. Diploma in Mechanical Engineering. 2. About 5 years practical/teaching experience.	Age: No Qls: To the extent indicated in column II.	— do —	Promotion failing which by direct recruitment.	Sr. Craft Instructor of Machine Shop Group of Trades at I.T.I. with five years experience.	Group 'C' D.P.C.	N. A.
Projectionist	One	— do —	Rs. 260-6- -326-EB- -8-350.	N. A.	— do —	<i>Essential:</i> 1. S. S. C. E. or equivalent qualification. 2. Cinema Operator's licence.	N. A.	— do —	Direct recruitment	N. A.	N. A.	N. A.

1	2	3	4	5	6	7	8	9	10	11	12	13
Boiler Attendant.	One	Group 'C' Non Ministerial Non Gazetted.	Rs. 210-4-250-EB-5-270.	Selection	30 years and below (Relaxable for Govt. servants).	<p><i>Essential:</i></p> <p>1. Class II certificate under Boiler Attendant rules or equivalent.</p> <p><i>Desirable:</i></p> <p>One year's experience.</p>	Age: No Qls: Yes	Two years	By promotion failing which by direct recruitment.	<p><i>Promotion:</i></p> <p>Group 'D' staff of the Department with three years service in the grade.</p>	Group 'C' D.P.C.	N. A.
Medical Record Keeper	6	— do —	Rs. 330-10-380-EB-12-500-EB-15-560.	Selection	— do —	<p><i>Essential:</i></p> <p>Diploma in Pharmacy.</p> <p><i>Desirable:</i></p> <p>Experience in a medical stores Department or as a Dispensing Chemist.</p>	N. A.	— do —	Direct recruitment failing which by transfer.	<p><i>Transfer:</i></p> <p>Official holding analogous posts in the Directorate of Health Services or in the Office of the Drugs Controller.</p>	N. A.	N. A.
Field Surveyor	One	— do —	Rs. 330-10-380-EB-12-500-EB-15-560.	Selection	— do —	<p><i>Essential:</i></p> <p>Inter / Sr. Cambridge / Higher Secondary Certificate or equivalent qualifications.</p> <p><i>Desirable:</i></p> <p>Knowledge of local languages.</p>	N. A.	— do —	By promotion failing which by direct recruitment.	<p><i>Promotion:</i></p> <p>L. D. C. in the Department with at least 3 years service in the grade.</p>	Group 'C' D.P.C.	N. A.
Labour Inspector (Wages)	One	— do —	Rs. 425-15-530-EB-15-560-20-600.	Selection	— do —	<p><i>Essential:</i></p> <p>Graduate of any recognised University with Social service as a course of study or equivalent such as Sociology / Economics / Commerce or with a Diploma or Certificate in Labour Welfare.</p> <p><i>Desirable:</i></p> <p>Candidates having practical experience of Administration of Labour Laws.</p>	N. A.	— do —	50% by promotion failing which by direct recruitment 50% by direct recruitment.	<p><i>Promotion:</i></p> <p>U. D. C. / Junior Stenographer / Supervisor in the Labour Commissioner's Office with 3 years service in the grade.</p>	Group 'C' D.P.C.	N. A.
Assistant Registrar	One	— do —	Rs. 550-20-650-25-750.	N. A.	— do —	<p><i>Essential:</i></p> <p>Degree in Law from a recognised University or equivalent qualifications.</p> <p><i>Desirable:</i></p> <p>1. About 2 years experience in dealing with labour laws or as an advocate.</p> <p>2. Knowledge of local languages.</p>	N. A.	— do —	By direct recruitment	N. A.	N. A.	N. A.

Law Department (Legal Advice)

Notification

LD/153/66/78

Whereas certain draft rules which the Government of Goa, Daman and Diu proposes to make in exercise of the powers conferred by sub-section (1) of section 71 of the Indian Partnership Act, 1932 (Central Act 9 of 1932), were published as required by sub-section (3) of section 71 of the said Act, at pages 442 to 445 of the Official Gazette, Series I, No. 29, dated 19th October, 1978, under the Notification No. LD/153/66/78, dated 10th October, 1978 of Law Department, Government of Goa, Daman and Diu, inviting objections or suggestions from any person likely to be affected thereby within thirty days from the date of publication of Notification in the Official Gazette;

And whereas the said Gazette was made available to the public on 19th October, 1978;

And whereas no objections and suggestions are received from the public on the said draft;

Now, therefore, in exercise of the powers conferred by sub-section (1) of section 71 of the Indian Partnership Act, 1932 (Central Act 9 of 1932), and all other powers enabling him in that behalf and in supersession of the Government Notification No. LD. 59/65 dated 10-12-1965 published in the Official Gazette Series I, No. 38, dated 16-12-1965, the Lieutenant Governor of Goa, Daman and Diu hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa, Daman and Diu Partnership Rules, 1979.

(2) They shall come into force at once.

2. *Definitions.*— In these rules, unless there is anything repugnant in the subject or context,—

(a) "Act" means the Indian Partnership Act, 1932 (Central Act 9 of 1932);

(b) "Document" includes statements, intimations and notices prescribed by the Act;

(c) "Firm" means a firm to which the Act applies;

(d) "Form" means a Form appended to these rules;

(e) "Notification" means the Notification published in the Official Gazette;

(f) "Registrar" means a Registrar of Firms appointed under section 57 of the Act.

3. *Filing of documents.*— (1) All applications, documents and statements required to be filed under the Act shall be made to the Registrar within whose jurisdiction the firm is carrying on business and when it is carrying on business within the jurisdiction of more than one Registrar, to the Registrar within whose jurisdiction its principal place of business is situated.

(2) Notice of change of the principal place of business shall be given to the Registrar with whom the firm is registered, even if the new principal place of business is within the jurisdiction of another Registrar. In every such case the first mentioned

Artist	One	Group 'C' Non Ministerial Non Gazetted.	Rs. 330-10-380-EB-12-500-EB-15-580.	N.A.	and below (Relaxable for Govt. servants).	Essential: 1. S.S.C.E. or equivalent qualification. 2. Diploma / Certificate from recognised Institution in Art.	N.A.	Two years direct recruitment	N.A.	N.A.	N.A.
Motor Driver Instructor	One	do	Rs. 260-6-290-EB-8-366-EB-8-390-10-400.	N.A.	do	Essential: 1. Middle School or equivalent qualification. 2. Driving licence for heavy vehicle. 3. Unblemished experience of at least two years in the line.	N.A.	do	Direct recruitment	N.A.	N.A.

Desirable:

1. S.S.C.E. or equivalent qualifications.
2. Knowledge of Konkani/Marathi or Gujarathi.

Registrar shall make an entry to that effect in Register of Firms and the index thereto, and transmit the records to the Registrar within whose jurisdiction the new principal place of business is situated.

4. *Mode of lodging documents.* — Documents may either on payment of the prescribed fee be lodged with the Registrar in person or sent to him by post alongwith the prescribed fee.

5. *Furnishing of English translation of document.* — If any document or portion of a document required to be submitted under the Act is not in the English language, a translation thereof in English certified as correct shall be furnished alongwith such document to the Registrar.

6. *Form and Verification of statements under sections 58 and 60.* — The documents required to be filed with the Registrar under section 58(1) and 60 shall be deemed to be duly verified if they are signed and certified by all the partners or by a specially authorised agent on behalf of a partner declaring the statement made therein to be true to his knowledge and belief in the presence of at least one witness who shall attest the signatures by signing his name, provided that when a document is verified by a specially authorised agent, the original power of attorney or an express letter of authority from the partner concerned shall be produced for the inspection of the Registrar to prove authentication.

7. *Form of Register of firms statements under sections 58, 59 and 60, notices under sections 61, 62 and 63 and index to Register of Firms.* — (1) The "Register of Firms" to be maintained by the Registrar under section 59 of the Act shall be in Form I.

(2) The statement required under section 58 of the Act, for the registration of a firm shall be in Form II.

(3) The statement under section 60 of the Act, relating to changes in the Firm's name and the principal place of business, shall be in Form III.

(4) The notice under section 61 of the Act of closing and opening of branches shall be in Form IV.

(5) The notice under section 62 of the Act of changes in the names and addresses of partners shall be in Form V.

(6) The notice of alteration in the constitution of a firm and dissolution of a firm, under section 63(1) of the Act, shall be in Forms VI and VII respectively.

(7) The notice of withdrawal from, or remaining in a partnership to be given under section 63(2) of the Act by a minor on attaining majority shall be in Form VIII.

(8) An Index to the Register of Firms shall be maintained by the Registrar in Form IX.

8. *Examination of Documents received by the Registrar.* — On receipt of every statement, intimation, notice or any other document prescribed by the Act to be filed or registered in his office, the Registrar shall examine it, and if it is found to be defective or incomplete in any of the particulars required to be given therein, or not verified in the prescribed manner or in any way not in accordance with the provi-

sions of the Act or these rules, he shall return it to the person applying for filing or recording or to the firm concerned; and until proper rectification or completion is made, he shall not register or file the document in question nor shall he file or register the same unless and until the prescribed fees are paid to and received by him. The Registrar shall, pending the receipt of such fees, act in the same way as if no such document has been tendered for filing or recording or registration.

9. *Acknowledgement by the Registrar.* — The Registrar may acknowledge the receipt or filing of any document after necessary entries have been made in the Register of Firms.

10. *Enquiries and investigations by the Registrar in case of disputes.* — The Registrar may in his discretion institute such enquiries or make such investigation in respect of any matter as may in his opinion be necessary for the proper performance of his duties and administration of the Act, especially when a dispute arises amongst the several partners of a firm. The Registrar may in his discretion call upon any of the partners or all of them to produce any original deed, document or such other evidence as he thinks fit.

11. *Procedure on dispute.* — If any person wishes to dispute any entry in the Register, such person shall give the Registrar notice in writing that he disputes the said entry and the Registrar shall make a remark to that effect at the end of the existing entries and shall also make a remark in red ink in the remarks column against the entry so disputed.

The Registrar shall then as soon as may be, send an intimation of such notice to all the partners of the firm concerned and if the person giving such notice is one of the partners to the remaining partners of such firm as the case may be.

12. *Amendment of Register.* — When an entry made in the Register is to be amended, the amendment shall be made by drawing a red line through the entry and making a new entry at the end of the existing entries. A reference in red ink to the serial number of the new entry shall be made against the amended entry.

13. *Office of the Registrar and Business hours.* — The office of the Registrar shall be situated in the towns of Panjim, Mapusa, Margao, Quepem, Bicholim and Daman in the office of the respective sub-registrars of assurances or Conservadores of Predial of the said places and at Diu in the office of the Assistant Public Prosecutor; and shall be open for business (Sundays and authorised holidays excepted) between the hours of 10 a. m. and 5.30 p. m.

14. *Inspection of Registers of Firms and documents and copies of entries.* — (1) Any person may inspect the documents and the "Register of Firms" kept by the Registrar on payment of fifty paise for the inspection of all documents relating to one firm:

Provided that he shall not have the right, while so inspecting to take copies or extracts from any of the documents or the Register.

(2) Any person may inspect the particulars of any firm in the Register of Firms kept by the Registrar

on payment of fifty paise in respect of each volume of the registers inspected:

Provided that he shall not have the right, while so inspecting to take copies or extracts from any of the document or the Register.

(3) Any person shall, on application to the Registrar be supplied on plain paper with a certified copy or extract of any of the documents or any of the entries or portion thereof in the "Register of Firms" on payment of fifty paise for each hundred words or part thereof.

15. Destruction of documents.— (1) No document filed in the office of the Registrar of Firms, under the Indian Partnership Act, 1932 shall be destroyed without the previous order of the Registrar in that behalf.

(2) The Registrar may order the destruction of any such document at the expiration of five years after the date of dissolution of the firm in respect of which such document was filed in his offices:

Provided that the Registrar shall give three months previous notice of such destructions by Notification in the Goa, Daman and Diu Official Gazette.

(3) After the expiration of the said three months, the Registrar shall, unless sufficient reason be shown to the contrary, cause all the documents of each firm named in the said notice to be destroyed, and shall record the fact of such destruction in the book kept for such purpose.

16. Fees payable to the Registrar of firms.— The fees payable to the Registrar under the Act shall be as follows:

Document or act in respect of which the fee is payable	Maximum fee
1. Statement under section 58.	Three rupees.
2. Statement under section 60.	One rupee.
3. Intimation under section 61.	One rupee.
4. Intimation under section 62.	One rupee.
5. Notice under section 63.	One rupee.
6. Application under section 64.	One rupee.
7. Inspection of the Register of Firms under sub-section (1) of Section 66.	Fifty paise for inspecting one volume of the Register.
8. Inspection of documents relating to a firm under sub-section (2) of section 66.	Fifty paise for the inspection of all documents relating to one firm.
9. Copies from the Register of Firms.	Fifty paise for each hundred words or part thereof.

FORM No. I

Register of Firms

The Indian Partnership Act, 1932
(See Section 59 and Rule 7(1))

Number of the firm on the Register.	Important Notes.
Name of the firm.	
Date of establishment.	

Duration or date of registration.

Date of dissolution.

How dissolved.

Serial number of document	Date of filing or Registration	Description of documents filed	Names and addresses of the partners and the date of joining or changes therein							Place of business of the firm	Remarks	Signature of Registrar
			Name	Address (Permanent)	Date of joining	Date of changes	Principal place	Other place	Date of closing or opening			

FORM No. II

Statement required for Registration of a Firm

The Indian Partnership Act, 1932
(See Section 58 and Rule 7(2))

Filing Fee Rs. 3.00

To, The Registrar of Firms.

We the undersigned partners of the firm ... do hereby submit the following statement, prescribed under section 58 of the Indian Partnership Act, 1932, for the purpose of registration of the said firm under section 59 of the Act.

- The name of the firm:
- The duration of the firm (with date of establishment):
- The principal place of business, with full address:
- The name of any other places where the firm carries on business with full address:
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- The names in full and permanent addresses of all the partners, and the date when each partner joined the firm: —

Names in full of partners	Permanent addresses	Dates of joining	Remarks
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Verification

We, the partners of the firm ... do hereby declare that the foregoing statements are true to the best of our knowledge and belief.

Witness or Witnesses attesting the signature Signature of all the partners of the firm.

FORM No. III

Notice of alteration in the name of the firm or in the location of the principal place of business thereof

The Indian Partnership Act, 1932
(See Section 60 and Rule 7(3))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to section 60 of the Indian Partnership Act, 1932 of the following alteration in the name, location of the principal place of business * of the firm.

Date of alteration	Name of firm		Principal place of business	
	Former name	Present name	Former address	Present address

* Strike out the portion which does not apply.

Witness or Witnesses attesting the signature Signature of all the partners of the firm.

Verification

We, the partners of the firm ... do hereby declare that the foregoing statements are true to the best of our knowledge and belief.

Witness or Witnesses attesting the signature Signature of all the partners of the firm.

FORM No. IV

Notice of closing and opening of places of business (other than the principal place of business)

The Indian Partnership Act, 1932
(See Section 61 and rule 7(4))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to section 61 of the Indian Partnership Act, 1932, of the closing/opening of the following places of business of the firm.

(other than principal place of business)

Place of business closed	Date of closing	Place of business opened	Date of opening	Remarks
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Date.

Signature of any partner or agent of the firm.

FORM No. V

Notice of changes in the names and addresses of the partners of firm

The Indian Partnership Act, 1932
(See Section 62 and rule 7(5))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to section 62 of the Indian Partnership Act, 1932 of changes in the names and addresses of the partners of the firm.

Former name and address	Present name and address	Remarks
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Signature of any partner or agent of the firm.

FORM No. VI

Intimation for recording of changes of the constitution of a firm

The Indian Partnership Act, 1932
(See Section 63(1) and rule 7(6))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to sub-section (1) of section 63 of the Indian Partnership Act, 1932 of the following changes in the constitution of the firms.

Previous constitution of firm		Present constitution of firm		Remarks
Names of Partners	Permanent address	Names of Partners	Permanent address	

Signature of any partner or his agent.

FORM No. VII

Intimation for recording dissolution of a firm

The Indian Partnership Act, 1932
(See Section 63(1) and rule 7(6))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to sub-section (1) of section 63 of the Indian Partnership Act, 1932, that the firm ... was dissolved on ... 19...

Signature of any partner or his agent

FORM No. VIII

Notice of withdrawal from, or remaining in, a partnership to be given under section 63(2) of the Act by a minor on attaining of majority

The Indian Partnership Act, 1932
(See Section 63(2) and rule 7(7))

Filing Fee Re. 1-00

To, The Registrar of Firms.

Notice is hereby given, pursuant to sub-section (2) of section 63 of the Indian Partnership Act, 1932 that /the undersigned a minor who was admitted to the benefits of partnership in the firm has now attained majority and elects to become/not to become a partner of the said firm.

Signature of the partner concerned or his specially authorised agent

FORM No. IX

Index to the Register of Firms

The Indian Partnership Act, 1932
(See rule 7(8))

Name of firm	Date of registration	Number of firm in the register	Volume of Register and Folio
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By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

B. S. Subbanna, Under Secretary (Law).

Panaji, 3rd February, 1979.